



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF STATE POLICE  
EAST LANSING



COL. PETER C. MUNOZ  
DIRECTOR

June 2007

Dear Sex Offender Registry Administrator:

As of May 31, 2007, your agency has not submitted an application for access to the new Sex Offender Registry (SOR) System. To ensure that all law enforcement agencies have the appropriate access, it is imperative that your agency submit the MiCJIN application by **August 1, 2007**. If you currently access the MiCJIN portal for other applications, you must still submit a revised application to be able to access the new SOR system.

Once programming is complete, this will be the only access to the Sex Offender Registry. SOR requirements and responsibilities for agencies mandated in Public Act 295 of 1994, Michigan Sex Offender Registration Act, cannot be waived due to the inability of the agency to access the new system.

In order to gain access to this new application, or to apply for other applications within the portal, agencies need to send an email with the word "**Application**" in the subject line to [micjinmail@michigan.gov](mailto:micjinmail@michigan.gov). Agencies may also contact the MiCJIN Service Center at (517) 336-6574.

Sufficient time is needed to process the number of anticipated applications. Therefore, applications must be submitted to the MiCJIN Service Center by **August 1, 2007**.

Sincerely,

Diane L. Sherman, Director  
Criminal Justice Information Center – Statistical Records Division